Public Database Indexing

Guidelines and Recommendations

Release 1.1

Notice

This edition reorganizes the material and makes minor stylistic changes in the text. A table of contents has been added, and the definition of terms section has been expanded. There are no substantive changes in the indexing procedures. This revised edition is accessible via the Internet at http://www.spr.dcr.state.nc.us.

North Carolina Department of Cultural Resources Division of Archives and History State Public Records Cataloging Services (SPRCS)

September 1996